

Concept of Operations for Regional Response Team Structure

U.S. EPA

August 5, 2015

Purpose: To formalize a structure that improves the effectiveness of both Regional Response Teams and provides continuity of leadership and participation within the Emergency Response, Preparedness and Prevention Branch.

Scope: The proposed structure will include RRT9 (Mainland) and ORRT (Oceania).

Assumptions: Regional Response Team co-chairs and coordinators will remain as the basic architecture. We will introduce a 'circuit rider' concept into the RRT structures, where OSCs will be assigned to work with the RRT coordinators and co-chairs, on response readiness and preparedness. The OSC circuit riders will attend RRT meetings to build relationships and awareness of local response and removal issues. They will represent the EPA co-chair at RRT meetings as needed.

Structure: The RRT coordinators will continue to be Lance Richman for RRT9 and Bill Robberson for ORRT. Dan Meer will continue to serve as co-chair for both RRTs and as EPA co-chair, for incident-specific RRT activations. Kay Lawrence will serve as primary alternate RRT co-chair. OSC circuit riders are Tom Dunkelman for RRT9, Michelle Rogow and Chris Reiner (Sector Guam) and Donn Zuroski and Craig Benson (Sector Honolulu). The circuit riders in the Pacific AOR are meant to cover all of the US territories – American Samoa, CNMI and Guam.

Roles and Responsibilities:

Coordinator: The coordinator role encompasses responsibility for RRT meeting/agenda preparation, meeting facilitation, preparing the annual report, serving as primary point of contact for planning and preparedness activities in the AOR, developing the annual work plan, maintaining the Regional Contingency Plan and the RRT websites and managing related issues, such as revisions to dispersant approval procedures and ESA consultations. Coordinators are also responsible for internal coordination and ensuring consensus approaches to work plan, strategy, and meeting agenda development, with co-chairs and co-chair reps.

Co-Chairs: The co-chair role is the senior EPA official within the RRTs and EPA signatory of any RRT documents that are issued. Co-chairs 'share the gavel' with their Coast Guard counterparts, chair meetings and represent EPA on any interagency groups that are formed.

OSC Circuit Riders: The assigned OSCs will act in a dual role: (1) directing and coordinating response, planning and preparedness efforts in the inland zone ; and (2) acting as EPA representative at RRT, SERC, LEPC, area committee and other meetings, as necessary, to facilitate greater awareness of EPA resources and capabilities, foster relationships with state/local partners, gain an understanding of state and local needs and build state and local capacity. Circuit riders share the responsibility for internal coordination and ensuring consensus approaches to work plan, strategy, and meeting agenda development, with co-chairs and coordinators.

Implementation: These changes are effective immediately and will be reviewed on or around March 31st (end of the second quarter, FY16)